



The Village of Biscayne Park

600 NE 114th St., Biscayne Park, FL 33161

Telephone: 305-899-8000 Facsimile: 305 891 7241

DATE: June 1, 2018

TO: Mayor and Commissioners

FROM: Krishan Manners, Village Manager

RE: Village Update

Mayor and Commissioners:

- **FINANCE:**

All payroll and payables are current. Worked on the Sanitation budget. Continued to work with Auditors on the 2016 Audit through completion. The 2016 audit is complete and delivered to the State of Florida. Work on the 2017 audit will begin on Monday.

- **CODE:**

Officers have been entering new code cases, re-inspecting open cases for compliance, closing complied cases, filing and reviewing all open Administrative Citations, sending letters to residents for unpaid citations. Reviewing old board cases to ascertain if fines have been paid, if they've come into compliance, and ensuring they are filed in their designated locations. Sending out notices of violation for cases not in compliance. Assisting residents in person and on the phone with respect to the notices they receive or questions they have. Performing lien searches. Also, we have been working together to get the department up to speed as this will be ongoing.

This week we have been working on preparing cases for the code board meeting which is being held on June 11, 2018.

Code Officer Caserta was out of the office Mon, Tues, & Wed., and has been working on the driveway ordinance and the agenda.

Enforcements by Category for this week:

Admin Citations Issued: 1
Closed Cases: 10
Notices to Appear: 20
Orders of Enforcement: 0
Total New Cases Opened: 5



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Report Totals for this week:

Address display – 0
Admin citation – 1
Dirty awnings – 0
Driveway/apron/swale – 0
Fences / Walls - 1
Inoperable/abandoned vehicle – 0
Landlord/tenant permit – 0
Landscaping – 0
Objects in swale/r-o-w – 0
Painting exterior – 0
Permit expired –
Permit required – 2
Pool Water Maint. - 1

- **POLICE:**

Police Department's Statistics for the Period

Total Cases: 18

Total Cases by Category

Alarms: 2
Assists to Police Agencies: 0
Sick/Injured Person: 5
Suspicious Person/Vehicle: 3
Information/Non-Criminal Investigation: 5
Repossession: 0
Vehicle Burglary: 0
Residential Burglary: 2
Assault: 1

Significant Activity:

(2) Residential burglaries. Entry made on one of them, the other was an attempt.

- **PARKS & RECREATION:**

Parks & Rec. Manager treated athletic field for root feeding insects. Collected three quotes for interior recreation center painting. Created a chalk board for recreation center. Weather sealed exit doors. Set summer programming schedule. Worked on vendor registration for Newsletter advertising, newsletter formatting and prep. Weekly ground and building maintenance.

Three days left !!

FOLLOW THE LINK TO SEE OUR IDEA FOR THE MIAMI FOUNDATIONS PUBLIC SPACE CHALLENGE

www.biscayneparkfl.gov



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<http://www.publicspacechallenge.org/place/529584>

DO NOT FORGET TO PRESS THE LIKE BUTTON and/or leave a comment in support!!! Thank you!

- **PUBLIC WORKS:**

Public Works staff completed their routine daily and weekly tasks. Since Monday was a holiday a few of our residents were not aware that Waste Pro was working, therefore there were several piles of bulk waste placed out on Tuesday. Waste Pro has been contacted and they are working on having them pickup as soon as possible. Repaired a broken metal wheel on the chain link gate at Public Works. Repaired a threshold at the Rec. Center to prevent leaking into the building when there is heavy rain. Mowed Rec. Center and ball field. Mowed, weeded and edged NE 6th avenue. Mowed NE 114th street, Public Works, Butterfly Garden and Village lot at NE 110th street.

- **ADMINISTRATION:**

Manager has worked with Finance and Auditors this week providing answers and materials to the Auditors to complete the 2016 audit. Manager is working with CITT on their audit of CITT funds from 2008-2016. Continuing to work with H2O and FEMA regarding our FEMA reimbursement, which is at the CRC Review level and is now being reviewed for final approval. Once approved, it is sent to the State of Florida for review, approval and payment. Attended Public Safety Advisory Board meeting.

Wishing everyone a great weekend!